

**BUILDING & GROUNDS COMMITTEE MEETING  
MINUTES  
November 27, 2017**

**Members Present:** Pam Deppe, Brad Miller, Jason Ratts, Vera Small, Jeff Thomas

**Members Absent:**

**Others Present:** Patty Meyer, Denise E. McCrady (Secretary)

Chair Ratts called the meeting to order at 5:00 p.m.

Ratts requested a motion to approve the October 23, 2017 minutes. A motion to approve the minutes was made by Small and seconded Deppe. Motion carried (5-0).

Patty Meyer, Building & Grounds, presented to the Committee her monthly report and requested approval to renew the contract with Altorfer for the service plans at the County Building at a cost of \$1,530 and at Central Dispatch at a cost of \$1,164, and approval to accept the bid submitted Meyer Roofing to reseal the roof at a cost of \$4,893. A motion to approve the travel request was made by Thomas and seconded by Small. Motion carried (5-0).

There was no old business or public comment. The time for the December 27<sup>th</sup> meeting was changed from 4:30 p.m. to 4:45 p.m.

Ratts requested a motion to approve the requisitions. A motion to approve the requisitions was made by Miller and seconded by Thomas. Motion carried (5-0).

A motion to adjourn was made by Small and seconded by Miller. Motion carried (5-0). Meeting adjourned.